

SAMPLE FORM P

**MOTION TO AUGMENT RECORD ON APPEAL
WITH REPORTER'S TRANSCRIPT**

MOTION TO AUGMENT RECORD ON APPEAL WITH REPORTER'S TRANSCRIPT - INSTRUCTIONS

After the record on appeal is filed, you might discover there is a transcript of a proceeding missing from the record that you think the court should consider when deciding your case. You may make a Motion to Augment Record on Appeal With Reporter's Transcript. You must specify the date and approximate time of each proceeding you want transcribed. If you have the name of the court reporter, it would be helpful to include it. The motion with points and authorities and your declaration ([Sample Forms L & M](#), adapted to fit your specific request) are filed in the Court of Appeal. You must file an original plus three copies. You must serve your motion on the Superior Court, all counsel and all self-represented parties, and you must file a proof of service. ([Sample Form C](#).) The motion, memorandum, declaration, and proof of service may be stapled together in one document, with the caption page of the motion in front. If the court grants your motion, you will have to pay for the reporter's transcript. (See CRC rule 4(b).) The Superior Court clerk or court reporter will give you an estimate of how much the transcript you are requesting will cost. If you do not pay, you will be placed in default.

Filling out the Motion to Augment Record on Appeal With Reporter's Transcript:

- (1) Your name.
- (2) Your mailing address.
- (3) Your city, state and zip code.
- (4) Your telephone number where you can be reached during the day.
- (5) The plaintiff's name as it appears on your Superior Court caption.
- (6) Whether plaintiff is "appellant" or "respondent".
- (7) The defendant's name as it appears on your Superior Court caption.
- (8) Whether defendant is "appellant" or "respondent".
- (9) The Court of Appeal case number which begins with "D0".
- (10) The Superior Court number from your Superior Court case.
- (11) Your name.

(12) List the proceedings, date, and time, and court reporters name, for example:

1. Hearing on June 15, 2004 from 9:00 a.m. to 11:30 a.m. Court reporter is John Doe.
2. Hearing on June 16, 2004, all day beginning at 9:00 a.m. Court reporter is Jane Doe.

(13) Write the reason you need to augment the record.

(14) Today's date.

(15) Month and year.

(16) Your signature.

(17) Type or legibly print your name.

File: Original plus 3 copies of:

Motion to Augment ([Sample Form N](#), [O](#), or [P](#))
Memorandum of Points and
Authorities ([Sample Form L](#))
Declaration ([Sample Form M](#))
Proof of Service ([Sample Form C](#))

Provide an extra copy to be file-stamped
for your file.

Serve: Superior Court
All counsel
All self-represented parties

(1)
(2)
(3)
(4)

Self-represented

COURT OF APPEAL, FOURTH APPELLATE DISTRICT
DIVISION ONE
STATE OF CALIFORNIA

(5) _____,
Plaintiff and (6) _____,
v.
(7) _____,
Defendant and (8) _____.

D(9) _____.

(Superior Court No. (10) _____)

MOTION TO AUGMENT RECORD ON
APPEAL WITH REPORTER'S
TRANSCRIPT

Pursuant to Rule 12(a) of the California Rules of Court, I, (11) _____,
request augmentation of the record on appeal to include the reporter's transcript(s) listed below.

(12) _____

The reason I am requesting to augment the record is:

(13) _____

I declare under penalty of perjury that the foregoing is true and correct.

Executed at San Diego, California this (14) _____ day of (15) _____.

(16) _____

Signature

(17) _____

Type or Print Name